

PROCEDURE

(No. 7, Sept, 1991)

9183

Submitted inventory and action data should be based on the most accurate information available. Suggested sources for inventory data is included in the specific instructions that follow. The reporting of inventory and action data must not be duplicated at any other level or by any other reporting unit.

- A. Inventory data will be compiled and reported only at the unit level unless other directions are specified in [9184.2](#).
- B. Inventory data will be compiled annually with the exception of electrical utility and railroad miles that shall be updated every 5 years, beginning in 1990.
- C. Inventory data will reflect State Responsibility Area (SRA) direct protection or all areas as specified in the instructions.
- D. When more than one person conducts a fire prevention program or makes a fire prevention contact, that activity will be reported as only one accomplishment.
- E. Unit data will not be duplicated nor recorded on the region office report; each unit shall report independently.
- F. Conservation camps and demonstration state forests that are not administered by a unit shall report their activities and programs as part of the appropriate unit or region report.
- G. Action data shall reflect total CDF activity, irrespective of the jurisdiction where the activity or program was performed.

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